

# Lansing Community Library

## Annual Report For Public And Association Libraries - 2017

### 1. GENERAL LIBRARY INFORMATION

No Notes

### 2. LIBRARY COLLECTION

2.14 Local Electronic Collections

2.20 **Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)**

2.29 Electronic Materials

per new instructions we are using 0 because this  
**Note:** number can not be broken down by individual library.

**Note:** per instructions, we are counting individual library circulations, not holdings.

**Note:** per instructions, we are counting individual library circulations, not holdings.

### 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

3.3 Registered non-resident borrowers

**Note:** our number of non-resident borrowers increased in 2017.

### 4. LIBRARY TRANSACTIONS

4.12 Use of Electronic Material

**Note:** circulation increased

4.13 Successful Retrieval of Electronic Information

**Note:** as per new instructions, we are using zero as our individual library does not own this context.

### 5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

### 6. STAFF INFORMATION

No Notes

### 7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

### 8. PUBLIC SERVICE INFORMATION

No Notes

### 9. SERVICE OUTLET INFORMATION

No Notes

### 10. OFFICERS AND TRUSTEES

Repeating Group 2

13. Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).

**Note:** Tanya Lawrence moved out of state. Mrs. Forties is filling the remainder of the term.

### 11. OPERATING FUNDS RECEIPTS

11.14 Gifts and Endowments

this is the amount we received in endowment  
**Note:** interest for 2017 it was significantly less than in 2016.

- 11.15 Fund Raising
- 11.18 Other
- 11.22 From Capital Fund (Same as Question 14.8)
- 11.23 From Other Funds

**Note:** Our marketing committee held our first ever fundraising gala, which netted over \$8,000.

**Note:** 2016 showed previous year's balance.

**Note:** We did not have a capitol project this year, therefore no money was transferred.

We received an increase in tax levy funds for 2018.

**Note:** These funds are distributed in September of the prior year. SO the money for 2018 is in our account

## 12. OPERATING FUND DISBURSEMENTS

- 12.8 Other Materials Expenditures
- 12.22 Professional & Consultant Fees

**Note:** We cut spending in 2016.

We hired a new cleaning service and hired an accountant this year, which increased our contract labor significantly.

## 13. CAPITAL FUND RECEIPTS

- BALANCE IN CAPITAL FUND - Beginning Balance
- 13.12 for Fiscal Year Ending 2017 (Same as Question 14.11 of previous year, if fiscal year has not changed)

**Note:** There is an error in last year's report. 14.11 for 2016 should be \$40,000.

## 14. CAPITAL FUND DISBURSEMENTS

No Notes

## 15. CENTRAL LIBRARIES

No Notes

## 16. FEDERAL TOTALS

- 16.11 Total Capital Expenditures

**Note:** We did not spend as much capitol funds in 2017

## 17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

## SUGGESTED IMPROVEMENTS

No Notes

No Notes